

Raymond Kelly Richardson
Superintendent

Barry Golner
Deputy Superintendent

Mark LeBlanc
Deputy Superintendent



To: Eileen Donoghue
City Manager

From: Raymond Kelly Richardson
Superintendent of Police

Date: July 16, 2021

Re: Out of State Travel

I respectfully request permission to send one Lowell Police Officer to attend 6 Week Basic Canine K-9 Training School at the Vermont State Police Training Academy in Pittsford, VT. I have supplied a breakdown of costs below. Thank you for your time in this matter.

Conference: Basic Canine K-9 Training School
Location: Vermont State Police Training Academy – Pittsford, VT
Dates to Travel: August 16 – September 24, 2021
Flight: \$0
Hotel: \$0
Conference Cost: \$1,530.00
Mileage/Fuel/Toll/Parking: Will take police cruiser
Car Rental: \$0.00
Per Diem: \$2,100.00 (\$50.00 x 42 days)
Number of people: 1
Total: \$3,630.00